



**SUPPLEMENTAL INSTRUCTIONS  
FOR THE INITIAL LICENSING PERIOD, AUGUST 15, 2005 - SEPTEMBER 15, 2005  
FOR  
ADMINISTRATOR AND SALESMAN/AGENT  
(LSA-R.S. 6:969.7)**

- 1. Applications are available at the office of the Louisiana Motor Vehicle Commission, 3519 12<sup>th</sup> Street, Metairie, Louisiana 70002, or on our website, [www.lmvc.state.la.us](http://www.lmvc.state.la.us).**
- 2. Those companies offering debt waiver or debt forgiveness agreements in this state on or before August 15, 2005:**
  - a. Must file an application to be licensed as an administrator during the period August 15, 2005 - September 15, 2005, accompanied by an affidavit signed by the Chief Executive Officer of the company attesting to the date on which such agreements were first offered for sale in this state.**
  - b. May continue to offer such agreements, without penalty, if the application is filed as stated in a, above.**
  - c. May continue to offer such agreements for sixty (60) days after receipt of the application by the commission or until notice that a license has been issued or denied, which ever comes first.**
- 3. Those companies not offering debt waiver or debt forgiveness agreements in this state as of August 15, 2005, may not do so until licensed as an Administrator by the Commission. Their application may be filed on or after August 15, 2005.**
- 4. Application for salesman/agent licenses shall be filed concurrently with the Administrator application.**
- 5. Licenses issued in 2005 shall expire December 31, 2006.**